

THE OPPORTUNITY

*We are seeking a **Finance Manager/Senior Manager** for our Denver office.*

ABOUT AGILITY SOLUTIONS

- We are a Denver-based consultancy, founded by ex-Big 4 and global consulting professionals.
- We provide Profit Assurance® services – an innovative combination of Profit Capture (recovery-oriented) and Profit Protection (process and control-focused).
- We work with global Fortune 2000 clients.
- We are a \$5M-\$10M company and looking to expand to \$20M+.
- We have over 35 professionals, and are growing.
- We have a vibrant, fun and innovative culture—Check us out at agility-solutions.com/our-people/culture/

ABOUT THE POSITION:

Agility Solutions is recruiting for a newly formed role to lead our Finance and Accounting functions. This will be the opportunity to build a new function within a growing company. This person will report to the COO and be a member of the Leadership Team.

KEY RESPONSIBILITIES:

- Lead, Manage, and Accountable (15%)
 - Lead a support resource to accomplish day to day tasks
 - Ensure financial results are done in a timely fashion with accuracy
 - Design and implement the processes and systems to support the finance function
- Capital/Cash Management (10%)
 - Manage and optimize working capital
 - Establish and manage credit facilities, optimize capital costs
 - Lead banking relationships
 - Manage D&B credit profile
- Accounting Operations (15%)
 - Analyze chart of accounts and align with reporting needs
 - Create and maintain accounting and finance policies
 - E.g. DOA, Expense code classification, client invoicing, vendor set-up
 - Oversee client billing
 - Auditing and reviewing client invoicing platforms
 - Advising on design, format and reviewing for accuracy
 - Monitoring A/R and coordinating follow-up with project managers
 - Oversee employee expense report management
 - Policies, templates, systems and processes
- Financial and Operational Reporting (20%)
 - Standardize project financial performance metrics
 - Review and aggregate monthly financial data including projects
 - Prepare quarterly, semi-annual and annual financial statements (P/L, Cash Flow, and Balance Sheet)
 - Client impact/scorecard
 - Bank reporting
- Budgeting, planning and analysis (20%)
 - Cash forecasting
 - Capital budgeting
 - Bonus tracking
 - Human Capital Planning
 - Forecasting
 - Reporting on department budgets

- Variance analysis
- Sales support and analysis
- Project and service line profitability analysis
- Ad-hoc project and practice-level reporting needs
- Vendor Management (10%)
 - Oversee vendor relationships
 - Negotiating and Purchasing
- Financial Business record/info management (10%)
 - Advise on client contracts
 - Oversee vendor contracting
 - Managing insurance coverage
 - Non-HR record keeping
 - Oversee federal and local tax compliance (e.g. property, 1099's, etc.)
 - Interface with external legal counsel for commercial matters

COMPETENCIES

To perform the job successfully, an individual should demonstrate the following competencies:

- **Financial acumen**—Interprets and applies the understanding of key financial indicators to make better business decisions.
- **Drives results**—Consistently achieves results, even under tough circumstances.
- **Optimizes work processes**—Knows the most effective and efficient processes to get things done, with a focus on continuous improvement.
- **Manages ambiguity**—Operates effectively, even when things are not certain or the way forward is not clear
- **Instills trust**—Gains the confidences and trust of others through honesty, integrity, and authenticity.
- **Gets the right stuff done**—Finds a way and sees it through; remains curious, resourceful, and open to new ideas.
- **Makes it better**—Is hungry to learn and share knowledge; improves the lives of colleagues, clients, and the community.
- **Better together**—Takes care of others while winning and having fun.

DIRECT REPORTS INCLUDE:

- Financial Analyst

POSITION METRICS:

- On time completion of monthly reporting activities
- Timely communication of financial statements
- Accuracy and completeness of financial statements
- Budget vs Actuals variance reporting
- Reducing AP outstanding
- Maintaining required working capital balance

QUALIFICATIONS:

- Bachelor's Degree in Accounting, Finance, or related
- 5+ years of relevant finance and/or accounting experience
- Created and implemented finance and/or accounting processes
- Advanced Excel & business modeling skills required
- Strong capabilities for developing and presenting analyses and insights
- Demonstrated ability to manage multiple competing priorities simultaneously and drive projects to completion
- MBA and/or CPA is preferred

COMPENSATION AND BENEFITS

Total compensation will be commensurate with experience. Generous PTO and benefits packages.

Qualified candidates should email their resume and cover letter that includes salary requirements to: recruiting@agility-solutions.com.